

**MINUTES OF A REGULAR MEETING OF  
THE ENVIRONMENTAL QUALITY AND  
ENERGY CONSERVATION COMMISSION**

**1. CALL TO ORDER**

The Torrance Environmental Quality and Energy Conservation Commission convened in a regular session at 7:06 p.m. on Thursday, December 3, 2009 in the West Annex meeting room at Torrance City Hall.

**2. ROLL CALL:**

Present: Commissioners Chim, Gobble, Griffiths, Reilly, Watson, and Chairperson McCabe.

Absent: None.

Also Present: Deputy Community Development Director Cessna and Senior Environmental Quality Officer Duncan.

**3. SALUTE TO THE FLAG**

The Pledge of Allegiance was led by Commissioner Reilly.

**4. POSTING OF THE AGENDA**

**MOTION:** Commissioner Chim, seconded by Commissioner Griffiths, moved to accept and file the report of the secretary on the posting of the agenda for this meeting; a voice vote reflected unanimous approval.

**5. ORAL COMMUNICATIONS FROM THE PUBLIC**

None.

**6. APPROVAL OF MINUTES**

**6A. MINUTES OF NOVEMBER 5, 2009**

Commissioner Chim requested that the following be added to the November 5, 2009 meeting minutes: Page 5, 8l, "Commissioner Chim shared information about her tour of the energy efficient Coca Cola plant in Torrance....."

**MOTION:** Commissioner Gobble moved for the approval of the November 5, 2009 meeting minutes as amended. Commissioner Griffiths seconded the motion; a voice vote reflected unanimous approval.

**6B. MINUTES OF DECEMBER 3, 2009**

Commissioner Reilly noted the following clarifications to the December 3, 2009 meeting minutes:

Page 2, Item 7A, paragraph 2, line 2: "She was pleased to announce that Farmers' Market farmers are now using biodegradable, plastic shopping bags for the shoppers..."

Page 2, Item 7B, paragraph 3 line 2: "...months because she cut back on water usage and asked if the City noticed any correlation with the volume of waste the City has collected this past summer with water restrictions in place. Responding to her inquiry..."

**MOTION:** Commissioner Reilly moved for the approval of the December 3, 2009 meeting minutes as amended. Commissioner Watson seconded the motion; a voice vote reflected unanimous approval (with Commissioner Gobble abstaining).

## **7. ENVIRONMENTAL MATTERS**

### **7A. PRESENTATION BY HEIDI ATEN OF SBESC REGARDING THE CITY OF TORRANCE CARBON FOOTPRINT BASELINE REPORT**

Heidi Aten, South Bay Energy Savings Center, provided a summary of the Municipal Greenhouse Gas Emissions Inventory Report prepared by South Bay Cities Council of Governments (SBCCOG) and included in the material of record. She reviewed the project background and steps the City has taken to respond to California's Global Warming Solutions Act (AB32) to curb global warming. These steps include becoming an ICLEI member in 2007, joining the SBCCOG's effort to conduct greenhouse gas emissions inventories for South Bay Cities in 2008, and working with her to gather data on Municipal facilities for inventory.

She presented some of the resources used and the five-step process that helps local governments reduce their emissions: 1) Conduct a Municipal and Community baseline emissions inventory and forecast, 2) Adopt an emissions reduction target for the forecast year, 3) Develop a local Climate Action Plan, 4) Implement the local Climate Action Plan, and 5) Monitor and verify results. She noted that the Municipal inventory has been completed and that they are currently working on the Community portion.

Ms. Aten distributed the draft Municipal Greenhouse Gas Emissions Inventory Report and showed a diagram to explain its organization by three scopes, sectors, and years inventoried: 1990, 2005 (baseline year), and 2007. She stated that Greenhouse Gas Municipal Inventory Details, Activity Data Disclosure, Methodology/Emissions Factors Disclosure, Emissions Data, Climate Change Action, Abbreviations and Acronyms, and Glossary of Terms could be found in Appendices A-G at the back of the Inventory Report.

She reviewed and compared the Summary of Key Findings: Torrance Municipal GHG Emissions for 2005 and 2007, noting a decrease in overall GHG (greenhouse gas) emissions between 2005 and 2007. She also provided information on emissions resulting from electricity use, natural gas use, City Fleet fuel sources, Transit Fleet fuel sources, and employee commute. She presented a Business-as-Usual Forecast that reflects trends in the absence of any further energy conservation measures as well as an example of a possible reduction scenario of 20% below the 2005 baseline by 2012.

Ms. Aten presented steps the City has already taken to mitigate climate change and concluded her presentation with next steps that include identifying and recommending emissions reduction targets for the Municipal inventory, determining how often to re-inventory, and identifying record keeping measures for ongoing data collection. She stated that the community-wide carbon emissions inventory is currently underway and will include industrial, commercial, residential, transportation, waste, and anything except Municipal operations. She estimated completion in four months and advised that with the two components the City will be able to develop its Climate Action Plan to reduce emissions.

Chairperson McCabe expressed his appreciation for the long-anticipated Inventory Report and, in response to his inquiry, Ms. Aten explained that 1990 was not be used as a baseline because it is difficult for local governments to obtain records going back that far. She noted that the Community Inventory will be quicker and easier to prepare and recommended that the City begin looking at measures for the Municipal portion in the meantime.

In response to Commissioner Griffiths' inquiry, Deputy Director Cessna stated that the City paid ICLEI membership fees and gave \$7,000 to SBCCOG to help pay for preparation of the inventory report.

Commissioner Gobble initiated a brief discussion on ways to break down and group together the data to track progress and make the report a more workable document.

Ms. Aten suggested purchasing the software program necessary to piggyback onto the Los Angeles County's Energy Management System to track energy use. She mentioned that ICLEI is switching to a computer-based to a web-based software that could facilitate data input.

Responding to Chairperson McCabe's inquiries, she advised that Municipal inventories of South Bay cities are available on-line but that comparing data with other cities will be easier once the per capita community information has been completed. She assured him that targeted recommendations will be given once the final Community report is presented.

Deputy Director Cessna stated that Ms. Aten is scheduled to present the Inventory Report to the Green Action Team in February 2010 and the Green Action Team will put together a list of recommendations that will be presented to the Commission in April or May 2010.

## **8. ORAL COMMUNICATION**

**8A.** Commissioners and staff wished each other a happy new year.

**8B.** Deputy Director Cessna announced an Energy 101 community outreach presentation with the South Bay Energy Savings Center on March 15, 2010 in the Katy Geissert Civic Center Library.

**8C.** Staff recommended postponing the Commission/City Council joint meeting until April or May 2010 to be able to include the carbon footprint information and mentioned that the City Attorney recommended a more detailed agenda.

Chairperson McCabe stated that it is important to provide specific recommendations to City Council.

**8D.** Tim Cunningham introduced himself and stated that he is applying for the vacancy on the Commission.

**8E.** Edgar Saenz, candidate for California Assembly 53<sup>rd</sup>, introduced himself.

**8F.** Amy Wagner, West 228<sup>th</sup> Street, discussed the importance of using positive, proactive outreach to unify the many diverse pet groups.

**8G.** Commissioner Griffiths was pleased to share his experience with a wood recycling company Ecovations that took away the redwood from his torn-down deck.

**8H.** Commissioner Reilly announced a Southern California Gas Company seminar on the 2010 economic forecast on January 21, 2010 in the City of Downey.

**8I.** Commissioner Reilly stated that she received the Air Resources Board new State regulations for car emissions for models 2012-16 and offered to forward them to Commissioners.

**8J.** Commissioner Watson discussed the books Going Out Green by Bob Butz and Fresh Living by Sara Snow.

**8K.** Chairperson McCabe inquired if there is anything the City can do to stop junk mail and phone books from being delivered to residences and Deputy Director Cessna offered to look into it.

**8L.** Commissioner Watson provided a brief update on plans for the March 27, 2010 Environmental Fair.

**9. ADJOURNMENT**

**MOTION:** At 8:47 p.m., Commissioner Watson moved to adjourn the meeting to February 4, 2010 at 7:00 p.m. in the West Annex meeting room. Commissioner Griffiths seconded the motion and, hearing no objection, Chairperson McCabe so ordered.

Approved as Submitted February 4, 2010 s/ Sue Herbers, City Clerk
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